

**CITY OF MILPITAS
M I N U T E S**

PARKS, RECREATION AND CULTURAL RESOURCES COMMISSION

- Minutes:** Regular Meeting of the Parks, Recreation and Cultural Resources Commission
- Date of Meeting:** February 2, 2015
- Place of Meeting:** Milpitas Community Center: Auditorium, 457 E. Calaveras Blvd.
- I. Call to Order:** Chair Sharma called the meeting to order at 7:05pm.
- II. Roll Call:** Commissioners Present: Bansal, Matau, Munzel, Ramirez, Sharma and Singh
Commissioners Excused: Fong and Mathur
Commissioner Unexcused: None
City Staff Present: Jaime Chew – Recreation Services Supervisor
Lisa Ciardella – Public Services Assistant
City Council Liaison Present: Council Member Barbadillo
- III. Seating of Alternates:** Bansal
- IV. Approval of Agenda:** MOTION to approve the agenda for February 2, 2015 as submitted.
M/S: Munzel/Matau Ayes: All
- V. Approval of Minutes:** MOTION to approve the minutes from January 5, 2015 and January 21, 2015 as submitted.
M/S: Matau/Sharma Ayes: All
- VI. Public Forum:** None
- VII. Announcements and Correspondence**
Jaime Chew announced that this will be her last meeting with the Commission. Recreation Services Supervisor Stephanie Douglas will be the Commission Liaison while she is on Maternity Leave. When she returns from leave, she and Lisa Ciardella will be moving to the Arts Commission and Recreation Services Manager, Renee Lorentzen will be the Staff Liaison to the PRCRC Commission and Public Services Assistant, Justin Yount will be the Recording Secretary.

VIII. New Business

1. Public Parks and Naming at 450 Montague

City Planner, Shaunn Mendrin presented the Commission with the proposed project at 450 Montague. There will be three public parks within the project that will be the responsibility of the Home Owner's Association. The project will be presented to the Planning Commission on February 11, 2015 and to the City Council on March 3, 2015.

Representatives from Lennar Corporation and the Builder for the project presented the information to the Commission. They presented the details of the three parks. Park A will be between the buildings. There will be a lawn area for active and passive recreation. There will be a tot lot with a shade structure as well as seating and adult fitness elements. Park B will also have a lawn area for active and passive recreation. It will be lined with palm trees with seating available underneath. Street parallel parking

will also be available. Sidewalks will line both parks A and B. The third area will be a Linear Park along the creek with a par course. There are no restrooms planned as it is within the complex and although they are considered public parks, they will more than likely be utilized by the residents of the complex. Commissioner Munzel questioned if the grass in the parks, especially park A, would receive enough sun light as it is between the buildings. Lennar staff said they felt it would as the buildings are approximately 20-25 feet away. Commissioner Munzel stated that he would like to see water permeable landscape and to make sure there are no toxic plants.

The Commission questioned Mr. Mendrin if the project met the per capita ratio of residents to park space. Mr. Mendrin stated that it does.

The Commission also discussed the possible names for Park A and Park B. The choices that they would like to pass on for consideration by City Council are J.W. Johnson, Captain Calvin Valpey, O.H.P. Venum and Charles Beverson.

MOTION to forward to City Council the proposed parks and locations, and the list of 4 proposed names of J.W. Johnson, Captain Calvin Valpey, O.H.P. Venum and Charles Beverson for Park A and Park B for final approval of 450 Montague

M/S: Sharma/Ramirez

Ayes: All

2. Community Garden Discussion

The Community Garden Program was placed on the agenda for discussion at the request of the Commission. Recreation Services Supervisor, Jaime Chew stated that City staff is currently looking into the condition of the gravel road to check if it can be fixed by City staff or if it is the responsibility of the Milpitas Unified School District (MUSD). Staff is also discussing with MUSD to see if there is another school site where the City can do an additional Community Garden. Commissioner Munzel asked if it would be possible to take park lands and make another garden. He also stated that the current plots are very large compared to other Community Gardens in the area which have plots generally no bigger than 10x10. Based on those measurements, he said our current location would be able to accommodate about 120 plots.

Current Milpitas resident and plot holder Dan Manasau felt that there were some administrative issues. He said there are currently 6 plots not being used. He also said that there are some people who have been on the wait list for 25 years, and also some that are on there for 6 months who are already getting plots. He said that it should be enforced that the assigned person to the plot is the person using it.

Current Milpitas resident and plot holder Joann DeHerrera stated that she felt not all of the Community Garden Rules and Regulations are not easily enforceable.

Commissioner Munzel felt that the water should be metered so fees could be more fairly charged. He stated that staff should look into the parking problems and should work with MUSD.

Gardeners also said that the lock on the gate needs to be replaced and that the combination should be changed every year. Another suggestion made was that each gardener be given a badge with their picture and plot number that they must wear while they are in the garden to help make sure the plots are being used by the properly assigned person.

Recreation Supervisor, Jaime Chew also recommended that priority to the Community Garden plots should be given to Milpitas Residents.

3. Sports Field Maintenance Plan

Recreation Services Supervisor Jaime Chew reported that the City of Milpitas' Sports Fields, all of which are grass, are in need of extended maintenance, care and attention. She presented a 2015-2017 Sports Field Maintenance Plan to the Commission which included pictures of the areas needing attention. She stated that priority to the fields goes to the sport in season. Rest time of the fields is also needed. The closures of the parks are expected to be for one calendar year, but if the work is done sooner they will potentially be reopened.

MOTION to approve and recommend the Sports Field Maintenance Plan of Hall Memorial Park in 2015, Milpitas Sports Center Fields in 2016 and Dixon Landing Fields in 2017 for extended maintenance and care to City Council for final approval.

M/S: Bansal/Singh

Ayes: All

4. Youth Sport User Fee

MOTION to table this item to the March 2, 2015 meeting.

M/S: Bansal/Singh

Ayes: All

IX. Staff Report

None.

X. Liaison Reports

1. City Council: Council Member Barbadillo stated that he will be sure that the PRCRC is heard at the City Council level.
2. Community Advisory Commission: None.
3. Senior Advisory Commission: None.
4. Planning Commission: None.
5. Youth Advisory Commission: None.
6. Milpitas Historical Society: Commissioner Munzel stated that the Milpitas Historical Society's installation dinner will be on February 19, 2015 at Zahir's.
7. Arts Commission: None
8. Recycling and Source Reduction Advisory Commission: None.
9. Santa Clara County Parks & Recreation: Commissioner Munzel stated that there was no meeting in January.

XI. Future Agenda Items

XII. Adjournment:

With there being no further business, the meeting was adjourned at 9:15 p.m. to the next scheduled meeting on Monday March 2, 2015 at 7:00pm.